



Graduate Council

Agenda—Thursday, October 17, 2019, **2:00** p.m.
Academic Affairs Conference Room WAB 227

1. Call to Order
2. Consideration of September 12, 2019 minutes (Appendix A, including Graduate Dean's report)
The minutes were approved.
3. Graduate Enrollment Report (Appendix B)
4. Committee Reports
 - a. Graduate Council Executive Committee
 - a. Policy Committee: Carl Dick (Appendix C)
Revision to a policy approved: Graduate Catalog (Program of Study)
 - b. Research Committee: Diane Lickenbrock (Appendix D)
Six student research grants were awarded in the recent cycle
 - c. Curriculum Committee: Martha Day (Appendix E)
Programs: 0428 Instructional Design (approved with friendly amendment); 095 Recreation and Sport Administration (approved); 1744 Strategic Sport Communications (deferred)
Courses: EDAD 683: Leadership Curriculum, Instruction, and Assessment (approved); NIRS 536: Advanced Psychopharmacology (approved)
5. Report from Dean of the Graduate School
6. Public Comments
7. Announcements & Adjourn

APPENDIX A



Graduate Council

Agenda—Thursday, September 12, 2019, 3:00 p.m.
Academic Affairs Conference Room WAB 227

Members Present: Alex Lebedinsky, Helen Liang, Ray Blankenship, Martha Day, Sarah E. Ochs, Aaron Hughey, Dominic Lanphier, Diane Marie Lickenbrock, Carl Dick, Ann Ferrell, Marko Dumancic, Richard Dressler, Adam West, Scott Arnett, Cheryl Davis, Casey McKinney, Katie Wheeler, Mary Madison Lyons,

Members Absent: Cheryl Hopson, Jessica Johnson

Guests: Cheryl Stevens, Cate Webb, Merrall Price, Scott Gordon, Colette Chelf, Lisa Meyers, Joanna Patton

8. Call to Order *Ann Ferrell

9. Guest: Dr. Cheryl Stevens, Provost and Vice President for Academic Affairs

*Provost Stevens summarized the efforts of the Dean Search Committee/White Paper Committee last academic year and responded to questions from Council members regarding the upcoming search for an Associate Provost for Research & Graduate Studies. *Provost Stevens discussed her take on President Caboni's thoughts regarding graduate studies, research, and grants. She told President Caboni we do need an OSP person. *Provost Stevens shared information on the search firm and the search committee, and she asked Ann Ferrell to represent the Graduate Council on the Search Committee. *Provost Stevens said she would imagine we would have to have a Director of the Graduate School and a Director of Sponsored Programs for daily tasks. She said that previous leaders have gotten bogged down with administrative tasks. There are plans to implement software packages to help with record keeping and admissions. She said that she would imagine there would be an Associate Provost, a Director of OSP, and a Director of the Graduate School. She added that they might move some people around to different places; however, she wasn't sure exactly what that would look like. *Provost Stevens said we might have candidates on campus in January and a potential start date of July 1, 2020. *Provost Stevens said she would check to see if someone on the Search Committee had a background in distance learning. *Provost Stevens said that internal candidates would be considered. *Carl Dick requested that Ann Ferrell keep the Graduate Council informed on the search.

10. Consideration of August, 22, 2019 minutes (Appendix A, including Graduate Dean's report)
*Dressler/Dick; approved

11. Graduate Enrollment Report (Appendix B)

*Scott Gordon shared that we are down in students from Kentucky and master's students. *Cate Webb requested the number of JUMP students. Gordon said he would look for that data.

12. Committee Reports

d. Graduate Council Executive Committee

*Ann Ferrell shared that the Graduate Council still needs to fill the CHHS student spot and Senate Representative spot. Also, she will follow up on the SGA representative.

*Ferrell informed the Graduate Council that she would be at a conference in October. Aaron Hughey will be filling in for her next month.

e. Policy Committee: No report

*Carl Dick said the committee would be working with Cheryl Davis regarding policy issues.

f. Research Committee: No report

*Dominic Lanphier stated that the first Research Grant deadline is September 18th.

g. Curriculum Committee: (Appendix C)

*Martha Day made a motion to approve the Curriculum Committee report; approved.

*The next Graduate Curriculum Committee meeting is being moved to October 8th due to Fall Break.

13. Report from Dean of the Graduate School

*Cheryl Davis announced that September 18th is also the first deadline for Travel Grant requests.

*September 27th is the Information Session for Graduate Program Coordinators.

*Davis is looking forward to working with the Policy Committee. The Policy Committee will be looking at clarifying the criteria for Graduate Faculty Status. Graduate Program Coordinators and Graduate Advisors need to have Graduate Faculty status.

14. Public Comments

*Carl Dick encouraged people interested in policy to communicate with the Policy Committee.

15. Announcements & Adjourn *Dumancic/Lebedinsky; adjourned



THE GRADUATE SCHOOL

Dean's Report to Graduate Council

Cheryl D. Davis, Interim Dean

September 12, 2019

3:00 p.m.

Academic Affairs Conference Room WAB 227

Welcome to all new student representatives to Graduate Council. Thank you for your service.

Announcement of upcoming information session for Graduate Program Coordinators. This event will be held from 2:00 to 4:00pm on September 27th in DSU 2081.

The due date for the first round of Travel grant and Research grant applications is coming up on September 18th.

Policy Committee

I have requested that the Policy Committee review and bring policy recommendations to Graduate Council on a variety of topics during this academic year. One of the first topics they will address is Graduate Faculty status at WKU. I have asked that the committee clarify: categories of Graduate Faculty membership, qualifications for each category of membership, term lengths, and overall process. Keeping SACSCOC and University policies in mind, I have also requested that the required qualifications for those teaching Graduate Courses, required qualifications for those serving as advisors to Graduate Students, and those serving as Graduate Program Coordinators be clearly described and included in the policy revision.

The policy committee will also be addressing our JUMP programs during this academic year. The total number of JUMP programs on campus has expanded to over 20, and there is currently

a great deal of variation between these programs. I have asked the committee to consider developing a standard university definition/description for JUMP programs at WKU. This would be helpful to our students, and would assist us with marketing and recruitment efforts. I have also requested that the committee consider developing university-wide standards for JUMP programs.

APPENDIX B

From Scott Gordon:

Here is the **Week 5 graduate enrollment report** (9/30/2019). As of this week, enrollment is 2261, which is -159 compared to last year.

Observations:

- Enrollment has stabilized for the term, with no major changes anticipated before the census date.
- Military enrollment (+60) continues to show an increase. The top five programs that students in the Military residency status are enrolled in include Organizational Leadership (152), Business Administration (17), Public Health (15), Recreation and Sport Administration (12), and Speech-Language Pathology (10).
- As in past weeks, two categories (enrollment by residency - resident students, -183; enrollment by degree level – master's students, -192) continue to have larger deficits than the overall drop in enrollment. Combining the two categories, the number of resident master's students is -188 compared to last year.

APPENDIX C

Academic Policy (Revision) (Action)

Date: October 4, 2019
College: Graduate Council
Department: Policy Committee
Contact Person: Carl Dick, carl.dick@wku.edu

1. Policy Name: Graduate Catalog (Program of Study)

2. Description:

2.1 Existing:

Program of Study

A maximum of 12 hours of graduate course work may be duplicated on one additional graduate degree.

(Approved by Graduate Council 3/17/16)

2.2 Revised:

Program of Study

A maximum of 12 hours of graduate course work may be duplicated on one additional graduate degree or certificate of the same level. Duplicated coursework must be directly related to the graduate degree or certificate being earned.

3. Rationale for proposed policy:

3.1 The Graduate School and Graduate Dean request that the Graduate Council provide clarification on this policy. Some graduate programs and faculty have allowed duplication of up to 12 hours of credits earned on an MS degree to a doctoral degree program. WKU minimum credit requirements are based on SACSCOC requirements, which state: "In the case of graduate programs, the expectation is that the first graduate degree (usually the master's) requires a minimum of 30 semester credit hours. Higher degrees should contain progressively more hours." (SACSCOC Principles of Accreditation Resource Manual, p. 80). According to Graduate School policy, the minimum semester credit requirement for master's degrees is 30 credits. The minimum semester credit requirement for the doctoral degree is 60 credits post-baccalaureate or 30 credits post-master's and in a related field. WKU's minimum credit requirements were approved by Grad Council 8/15/13. The duplication of credits from an earned master's degree to a doctoral degree violates the policy that the doctoral degree requires 30 credits post-master's. Because doctoral programs and conferred credentials convey higher levels of learning

and degree requirements, the 12 hours of credits earned on a degree at one level may be duplicable only for one additional degree of the same level.

3.2 Some graduate programs and faculty have duplicated up to 12 hours of credits earned on a graduate degree to multiple graduate certificates. If a graduate certificate is to convey specialized knowledge or skill, duplication of the same graduate course credits on multiple graduate certificates erodes the value of the credential.

4. Impact on existing academic or non – academic policies:

4.1 Impact on policies: no negative impact on other policies are anticipated.

4.2 Impact on populations that may be affected: Students enrolled in Master’s or Doctoral degrees must develop programs of study that are independent of one another. Prohibiting the duplication of master’s credits on doctoral degrees will require that doctoral students complete the appropriate credit hours applicable to the doctoral program of enrollment. We anticipate that this policy revision may slightly increase graduate course credit hour enrollment, and possibly decrease average time to completion for some degrees and certificates.

5. Term of implementation: Fall 2020

6. Dates of committee approvals:

Graduate Council Policy Committee	<u>10/8/2019</u>
Graduate Council	<u>10/17/2019</u>
University Senate	<u></u>

APPENDIX D

Graduate Student Research Grant Committee

The committee received 7 grant requests for the September 2019 deadline. A total of 6 of the students who submitted grant requests were interviewed and 1 student did not appear for the interview. A total of \$15,860.44 was allocated for the September 2019 round of grant requests. Awarded amounts and projects follow.

1. Narayan Neupane, Chemistry (Dr. Moon-Soo Kim)
Engineering Novel TALEs for Rapid Detection of Antibiotic Resistance Genes Using 2D-Nanosheet Graphene Oxide
Awarded \$1,800.00
2. Phillip Hogan, Biology (Dr. Scott Grubbs)
A Comprehensive Macroecological and Distributional Modeling Study of Maryland Plecoptera (Stoneflies)
Awarded \$3,000.00
3. Christian Alcantar, Chemistry (Dr. Rui Zhang)
Efficient Photocatalytic Oxidation of Organic Substrates by Novel Light-Harvesting Porphyrin-Metal Complexes
Awarded \$3,000.00
4. Seth Klaine, Chemistry (Dr. Rui Zhang)
Photochemical Generation and Kinetic Studies of High-Valent Metal-Oxo Salen Complexes
Awarded \$3,000.00
5. Michael Wen, Biology (Dr. Steve Huskey)
Implicating the Muscles Responsible for Biotremors in Chameleons
Awarded \$2,960.44
6. Taylor McRoberts, Biology (Dr. Scott Grubbs)
Comparing Gene Flow and Genetic Structure Between Two Related Species of Stoneflies (Plecoptera, Leuctridae, Leuctra) with Differing Life History Strategies
Awarded \$2,100.00

APPENDIX E

Graduate Council Curriculum Committee

Minutes – October 8, 2019

2:00pm WAB 0208

Minutes: September 5, 2019

1st/2nd: Lamphier/Hughley – **Vote:** Approved

Voting Members: Richard Dressler, Martha Day, Helen Liang, Dominic Lanphier, Aaron Hughley

Guest: Danita Kelley, Scott Gordon, Ron Ramsing, Jennifer Hammonds, Gary Houchens, Rhonda Quenzer

Action Items:

Code	Title	Initiator	Action Taken - Notes
0428	0428: Instructional Design	Xxh96613	1st/2nd – Hughley/Lanphier Discussion: Discussed changes to admission requirements. Added back the term “regionally” to “accredited college or university. Eliminated “or at least a 2.75 GPA on their last 60 hours....” Vote: Approved
095	095: Recreation and Sport Administration	thm21357	1st/2nd –Lanphier/Hughley Discussion: Discussion about removal of the athletic training concentration and courses from the program due to low enrollment, minimal student interest in that aspect of the program, and lack of instructional resources. Vote: Approved
1744	1744: Strategic Sport Communications	knn15978	Deferred action on program until approval from department

Code	Title	Initiator	Action Taken - Notes
EDAD 683	EDAD 683: Leadership for Curriculum, Instruction, and Assessment	gry63984	<p>1st/2nd – Lanphier/Hughley</p> <p>Discussion: Discussed changes to course description and title, and updated learning outcomes to coincide with national standards. Recommended editing the abbreviation for the course to “LEADERSHIP CURR INSTRU ASSESS”</p> <p>Vote: Approved</p>
NURS 536	NURS 536: Advanced Psychopharmacology	rh74442	<p>1st/2nd – Hughley/<u>Lanphier</u></p> <p>Discussion: Discussion about adding this course so that topics are not duplicated in other departments, such as psychological sciences. The course looks at the topic from a “prescriber” perspective, and planned to be a required course, and an elective in the DNP program.</p> <p>Vote: Approved</p>

Other Business:

None

Adjourn at 2:30pm

1st/2nd – Hughley/Lanphier

Respectfully submitted
Dominic Lanphier/Richard Dressler